

**A
Professional
Development
Publication
of the
Arizona
Department of
Education,
Career and
Technical
Education
Division**

**Inside....
Announcements
Curriculum Report
Professional Development
ACTE AZ Summer Conference
Industry Update Program**

ARIZONA CTE **U**Update

WINTER 2002-2003

CTE Teacher Certification Update

by Helen Bootsma
Career Pathways Team Manager

Emergency Certification Rules. The Emergency Certification Rules for Career and Technical Education Teachers were approved by the Attorney General's Office and filed with the Secretary of State on November 19, 2002. The requirement sheets based on the emergency vocational rules can be found at <http://www.ade.state.az.us/certification/requirements/vocational/>. These certification rules are valid for six months and may be renewed for six months if the Arizona Department of Education is making progress on finalizing changes for permanent rulemaking.

Meetings with External Stakeholder Groups. To demonstrate progress on the resolution of items and concerns, the Career and Technical Education Division staff recently held two meetings to identify and develop solutions for concerns with the content in the 2002 Emergency Vocational Certification Rules. Representatives from various leadership groups in Arizona were invited to the meetings that were held at the Arizona Department of Education on December 16, 2002, and January 9, 2003. The invited groups included the following: members on the State Career and Technical Education Advisory Committee, officers of Arizona Career and Technical Education (ACTE AZ), officers of Arizona Council of Vocational

Administrators (ACOVA), members of the regionally elected Accountability Systems Team (AST), and the president or designated representative from these groups:

- Arizona Agriculture Teachers Association (AATA)
- Arizona Business Education Association (ABEA)
- Arizona Marketing Education (AME)
- Arizona Technology and Industrial Education Association (ATIEA)
- Family and Consumer Sciences Education (FACS ED)
- Health Careers Education (HCE)

Timeline for Upcoming Activities. On January 27, 2003, the State Board of Education opened the Docket for Vocational Education Teaching Certification permanent rules (Amending R7-2-611 and R7-2-617). This is the first step indicating that there will be action on career and technical education rules.

The State Board of Education will file Notice of Proposed Rulemaking to begin the process for Vocational Education Certification permanent rules (Amending R7-2-611 and R7-2-617) on February 24, 2003. At this time the Board will review and approve, or revise and approve, the proposed changes agreed upon during the meetings held with the various stakeholder groups.

At the same meeting, the Board will renew the 2002 Emergency Vocational Education

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Announcements

Important Information...a click away!

Want more information about career and technical education and instruction in Arizona? The CTE Division at the Arizona Department of Education maintains a website to provide educators access to up-to-date information. The CTE website has links to information specific to data management, professional development, career counseling, Career Pathways, Advisory Committees, the Career and Technical Education Student Organizations, Arizona Tech Prep, and the Arizona Career Resource Network...just to name a few! The website is revised and updated regularly. To access go to www.ade.az.gov/cte, select the appropriate CTE unit, then select the resource link.

Important CTE Report Deadlines

February 28, 2003

FY 2003 100th Day Course Enrollment Reports

April 4, 2003

100th Day Course Enrollment Verification Reports

April 25, 2003

Program Enrollment Reports

May 23, 2003

Program Enrollment Verification Reports

July 1, 2003

Concentrator and Placement Reports

Notes for electronic reporting:

- Electronic reporting for enrollment, concentrator, and placement records can be accessed via this link:
<http://www3.ade.az.gov/PerfMeasures//splash.asp>.
- As of February 2003, you may begin the Placement Survey process for reported 2002 concentrators who graduated nine months ago.

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CTE Curriculum Report

The CTE Curriculum Framework Adaptation/Adoption Process

Teachers of Level III programs for which the Curriculum Framework Adaptation/Adoption Process has been completed will have a one- to three-year transition period to implement the new curriculum framework and to be held accountable for the competency lists.

Districts are encouraged to adapt/adopt a new curriculum framework when this is appropriate, i.e., equipment needs can be met and when there is a certified teacher to instruct the program. Each district has its own policy guidelines and timeline for approving a new program or for making additions and changes to current course offerings.

As an example, Business Information Technology Services (BITS) and Business Management and Administrative Services (BMAS) are new programs that are being adopted by many schools this year. Districts will have the next school year (2003-2004) to transition all remaining Administrative Information Services (AIS) programs to BMAS. The State Supervisors responsible for the program will work with the school district to assist in the transition.

The completion dates below indicate a finished product. The printing and posting of the new curriculum framework on the Tech Prep website, <http://www.aztechprep.org>, will be 30-40 days following this date. Former curriculum will remain on the Tech Prep website for districts during the grace period. Finally, workshops to introduce the new and/or updated curriculum are being coordinated by the state supervisors. Look for information about these workshops in future newsletters, or contact the State Supervisor of the program area in which you are interested.

Curriculum Adaptation/Adoption Schedule

These Level III CTE programs are scheduled to be completed as shown:

- Business Information Technology Services, June 1, 2002
- Business Management & Administrative Services, June 1, 2002
- Automotive Technologies, September 30, 2002
- Visual Communications, September 30, 2002
 - this program will be merged with Graphics
- Precision Metal Working, October 30, 2002
- Hospitality Management, January 15, 2003
- Law, Public Safety, and Security, February 15, 2003
- Allied Health Services, February 15, 2003
- Financial Services, February 28, 2003
- Marketing Education, February 28, 2003
- Education Professions (**NEW**), March 1, 2003
- Graphic & Visual Communications, May 15, 2003
- Construction Technology, June 1, 2003
 - this program is merging Carpentry, Building Trades & Building Maintenance
- Electronics Technology, June 1, 2003

Work-based Learning Resource Guide

The Arizona Department of Education's Career and Technical Education Division is pleased to announce that the **Arizona Work-based Learning Resource Guide** is now available. The guide is a revision of the original guide published in 1996.

The current document is intended to provide general guidance to teachers, coordinators, school administrators, employers, businesses, communities, and others who are involved in the development of work-based learning opportunities for students in their communities. Specifically, educators will find useful information including overviews of various types of work-based learning, examples of successful programs, suggestions for implementing new programs or enhancing existing ones, legal considerations, sample forms, and a collection of resources.

The **Arizona Work-based Learning Resource Guide** will be available for the first time at the 2003 CTE Regional Conferences in February. Also look for it on the CTE website at www.ade.az.gov/cte.

To order the guide on CD call the ADE Central Distribution office at 602-542-3088. (A small shipping fee may apply.)

For more information, contact:
Paulett Regan, CTE Curriculum Development Specialist
(602) 542-5660
prregan@ade.az.gov

Life Connections/Human Services Curriculum Introduction

February 26, 2003

Westward Look Resort, Tucson
Fee: \$65

This workshop will introduce the new Life Connections/Human Services curriculum to Family and Consumer Sciences educators throughout Arizona. Specific components of this workshop include: curriculum frameworks, understanding education, industry needs for Life Connections/Human Services, increased support for Human Services Industry and Arizona's program, and the presentation of best practices. **Registration deadline is February 17, 2003.**

Contact:
James Perey, U of A
(520) 621-7172
jperey@ag.arizona.edu

AzAFCS Conference

March 1, 2003

Phoenix College, Phoenix
Fee: \$30 members
\$40 non-members

The annual AzAFCS Conference will be held at Phoenix College, 1202 W. Thomas Road, on March 1, 2003. This conference will involve professionals from all fields of Family and Consumer Sciences as well as classroom instructors. This is a great opportunity to network with FACS professionals in business and industry. AzAFCS is the Arizona affiliate of the American Association of Family and Consumer Sciences.

Contact:
Jan Brite, ADE
(602) 542-4365
jbrite@ade.az.gov

Professional Development Activities

BMAS UPDATE: Lessons Learned

March 6, 2003

Central Arizona College, Coolidge
Room M101 in Student Services Building
Fee: \$30

Contact:
Charlene Wingo, NAU
(800) 522-2283 or
(928) 523-2208

The BMAS Cohort will meet to share instructional strategies, methods to track competencies, assessment strategies, ways to infuse Arizona Academic Standards, and resources. Schools planning to prepare a Notice of Intent for BMAS for school year 2003-2004 are invited to participate in this event. Register early! Space is limited. Registration fee will include continental breakfast, lunch, and materials.

Fashion Design and Merchandising Workshop

March 7, 2003

9:00am - 5:00pm
Pima Community College, Tucson
Fee: \$45

Contact:
James Perey, U of A
(520) 621-7172
jperey@ag.arizona.edu

This workshop is designed to highlight the key components of a successful Apparel Design and Merchandising program, emphasize the student organization component, and recognize programs for their success. It will also include a presentation on the history of fashion design and merchandising and will identify training processes and challenges for a career in fashion design. **Registration deadline is February 24, 2003.**

Agriculture Business and Industry Familiarization Tour

March 17, 18, 19, and 20, 2003

Start from the University of Arizona, Tucson
Fee: \$125 (meals/lodging on your own)

Contact:
James Perey, U of A
(520) 621-7172
jperey@ag.arizona.edu

This tour is designed to educate teachers, administrators and counselors in the area of agriculture within the state of Arizona. This four-day tour will take participants to various businesses showcasing new technology and innovations that can be utilized within secondary programs. This tour will begin in Tucson and travel throughout southern Arizona highlighting agricultural businesses along the way. This trip is four days and three nights. **This tour is part of the CTE Industry Update Program with stipends available to participants.** Registration deadline is March 3, 2003.

New Teacher/Administrator Conference

March 21 and 22, 2003

March 21st 4:00pm
March 22nd 8:00am-5:00pm
University of Arizona, Tucson
Fee: \$50

Contact:
James Perey, U of A
(520) 621-7172
jperey@ag.arizona.edu

Join university professors and experienced teachers in a series of activities designed to share ideas, discuss issues, and identify strategies to enhance the performance measures, reporting, and programmatic issues for Career and Technical Education. This workshop will inform new administrators, counselors, and teachers and revitalize the seasoned teacher too! Team registration is encouraged, but individual attendance will be rewarding and enriching as well.

Continued

Automotive Technology and Auto Body Collision Repair Curriculum Workshop

March 11, 2003 - Tucson/Doubletree Hotel

March 14, 2003 - Phoenix/ASU West

March 20, 2003 - Flagstaff/Radisson Woodlands

9:30am – 3:00pm

Fee: \$40

Contact:

Michael "Mitch" Simmons, ASU
(480) 965-8463

michael.c.simmons@asu.edu

This workshop will introduce the new curriculum for all secondary and postsecondary automotive teachers. Presenters include Frank Quinn, Instructor of Automotive Technology at Peoria High School, and Mike McAfee, Arizona Director of the Automotive Youth Education Systems. This is an exciting opportunity to discuss program design and implementation and to network with other teachers delivering this new curriculum. **Note! This is a repeat of the workshop held on December 4, 2002, at EVTT.**

Introduction to New Marketing Education Curriculum

April 1, 2003

ASU West, Phoenix - La Sala Ballroom A

8:30am – 4:00pm

Fee: \$40

Contact:

Michael "Mitch" Simmons, ASU
(480) 965-8463

michael.c.simmons@asu.edu

This workshop will introduce the new Marketing Education curriculum. Many interesting, fun, and informative topics are being developed. Don't miss this opportunity to gain valuable insight and meet other Arizona marketing educators.

BITS Business and Industry Tour

April 3, 2003

Fiesta Inn, Phoenix

8:00am – 4:00pm

Fee: \$40

Contact:

Michael "Mitch" Simmons, ASU
(480) 965-8463

michael.c.simmons@asu.edu

Don't miss your opportunity to tour a local IT business and see how the BITS competencies are being applied in a real-world business environment. Participants will learn about the latest developments in the Business Information and Technology Services Industry, gain a better understanding of work-based learning, and increase their appreciation for the BITS competencies. **Note! The B&I Tour was originally scheduled for February 3, 2003, and has been changed to April 3, 2003.**

Precision Metal Workers, Welding, and Machine Technology Curriculum

April 2003*

Flagstaff, Phoenix, and Tucson*

9:30am – 3:00pm

Fee: \$40

Contact:

Michael "Mitch" Simmons, ASU
(480) 965-8463

michael.c.simmons@asu.edu

The new curriculum will be outlined for all secondary Precision Metal Workers, Welding, and Machine Technology teachers. This informative workshop will provide an opportunity to discuss program design and implementation and to network with other teachers delivering this new curriculum. ***Please call for dates and locations.**

Entrepreneurship in the U. S. Economy

May 2, 2003

Fiesta Inn, Tempe

Fee: \$40/ABEA attendees

\$75/non-ABEA attendees

The Arizona Council on Economic Education presents "Expanding Economics Knowledge through Business and Entrepreneurship." Demonstrations abound during this daylong workshop. Business owners will describe how to measure productivity and teachers will present their strategies for delivering unique entrepreneurship programs. All participants will receive the Entrepreneurship in the U. S. Economy curriculum and student activities. All teachers are welcome to participate.

Contact:

Dr. Jerry R. Cox, NAU

(800) 522-2283 or

(928) 523-2190

Arizona Business Education Association Spring Conference

May 2-3, 2003

Fiesta Inn, Tempe

Fee: \$30

Features two days of innovative and solutions-oriented learning opportunities including: computer workshops, curriculum sharing, educational tours of local businesses, concurrent sessions, general sessions, and awards sessions. Trade show exhibits will feature the latest in business education resources and a silent auction will offer unique and practical items up for bid. Additional conference information and a registration form are available at www.azbea.org

Contact:

Dr. Janet Gandy, ADE

(602) 542-5046

jgandy@ade.az.gov

CTE Teacher Certification Continued from page 1

Certification Rules (Amending R7-2-611 and R7-2-617) to continue the emergency rules until the permanent rulemaking process is completed.

During April 2003, the Board of Education will conduct a public hearing on the Vocational Education Certification Rules. Details will be made available when they are finalized. At the State Board of Education meeting in May, the Notice of Final Rulemaking on the Vocational Education Certification Rules will be filed and the rules will be submitted to the Attorney General's Office for approval and filing. It is

important to note that if the new permanent Career and Technical

Education rules are not approved, the Attorney General will inform the Certification Division that they must revert back to issuing certificates under the 1998 Certification Rules.

Renewal Concerns. During this time of transition, every CTE teacher who has a provisional certificate should use their copy of the Provisional Vocational Education Evaluation Form when they apply for a standard vocational certificate or renew their provisional certificate. Provisional certificated teachers will be evaluated using the requirements that were in place when the provisional certificate was issued to them.

ACTE AZ SUMMER CONFERENCE

"Arizona Career and Technical Education Leaves No Student Behind"

Begin now to make your plans to attend the 28th Annual ACTE AZ Conference. This conference will be held July 20-23, 2003, at the Loews Ventana Canyon Resort in Tucson. Conference registration and PREVIEW will be forthcoming in March.



Dr. Willard Daggett

This year's keynote speaker is Dr. Willard Daggett. Dr. Daggett is the President of the International Center for Leadership in Education. He is known worldwide for his efforts to move the education system toward more rigorous and relevant knowledge and skills. Dr. Daggett has authored 12 textbooks and is the designer of the "application model" that provides a framework for determining the relevance of curriculum and assessment in real-world situations.

Dr. Daggett's keynote address will focus on what is needed to prepare America's New Work Force for the changing world. If you think about it, only 12 short years ago, the World Wide Web did not exist, few people had access to e-mail, and most people had not even heard of gene mapping. Today these things, among others, are common around the world.

Whereas much has happened in a short period of time, the rate of change and its consequences will increase exponentially in the immediate years ahead. Attend the 2003 ACTE AZ Conference and hear what Dr. Daggett has to say. Specifically,

- ◆ learn how biotechnology will invade nearly every facet of our lives and nanotechnology will alter how we work and interact,
- ◆ explore the fundamental changes that will occur as we move toward the more powerful and sophisticated Semantic web,
- ◆ see how combinations of these technologies will have a profound effect on how we deal with our personal and medical needs, and
- ◆ find out what students will need to know and be able to do to succeed in the changing world.

ACTE AZ

CTE INDUSTRY UPDATE PROGRAM

Interested in Updating Your Industry Skills? Read This and Learn How!

The **2002-2003 CTE Industry Update Program** (an expansion of the Teacher Internship Program) provides educators the opportunity to update their knowledge and skills and receive on-the-job training in CTE program-related industries. Applicants are especially encouraged to pursue experiences in new technology and innovations consistent with their CTE programs by participating in one or more of the following program offerings:

FAM Tour (business/industry tour): A customized visit to a business/industry site to view the workplace environment. Emphasis will be placed on viewing the integration of the Arizona Workplace Standards in a workplace environment. The experience will enrich an applicant's understanding of the business and its career opportunities and will offer an understanding of the industry's needs relative to CTE program competencies. Stipends are available at a rate of \$250 maximum for 5 days or \$50 per day.

Job Shadowing Experience: A prearranged individual or small-group experience that is focused on a specific business or a broad industry group. The applicant will "shadow" an individual throughout a normal workday. He/she will observe the occupational and attitudinal skills needed in the workplace and will gain knowledge of specific tasks and duties relative to one or more positions. Stipends are available at a rate of \$350 maximum for 5 days or \$70 per day.

Teacher Externship: A customized experience whereby applicants will receive current information about a business by working and taking an in-depth look at a firm or organization. Time will be spent pursuing either a scaled-down version of a worker's duties or actual tasks connected with a specific position. The activities are planned to accomplish applicants' predetermined goals and to provide information relevant to a business or industry. Stipends are available at a rate of \$500 minimum for 40 hours or \$1,000 maximum for 80 hours.

For more information or to obtain an application contact one of the university program coordinators listed below. Applications are processed in the order received and are subject to final approval by the university coordinator. Participation is limited based on availability of funding so don't wait. Call now! *Note: Graduate credit is available from NAU & U of A.*

Arizona State University

Tammy Thompson
Program Coordinator
Office for Workforce Education & Development
(480) 965-5689
tammy.thompson@asu.edu

Northern Arizona University

Susan Cooper/Greg Donovan
Project Directors
Institute for Future Work Force Development
(800) 227-0359
susan.cooper@nau.edu or
greg.donovan@nau.edu

General Information

Eligibility

The CTE Industry Update Program is available for middle school/junior high and high school CTE teachers and/or academic teachers working with CTE teachers instructing Level I (middle school/junior high), Level II, and/or Level III programs in Arizona. Counselors who are responsible for the career guidance of CTE students or administrators who work with CTE teachers and programs are also eligible to participate in any of the program offerings.

Dates

This program is available yearly between October 1st and September 30th.

Program Requirements

1. Submit an application and training plan.
2. Participate in an orientation.
3. Participate in program activities.
4. Submit a lesson plan that incorporates the training plan objectives.
5. Submit a written summary of the experience.
6. Complete an exit questionnaire.

2002-2003 CTE INDUSTRY UPDATE PROGRAM

AVAILABLE TO: Middle/Junior High/High School Teachers, Counselors & Administrators working with Arizona's Levels I, II & III programs

TIME PERIOD: Between October 1, 2002, and September 30, 2003

STIPEND: **Industry Tour** - \$250/maximum of 5 days or \$50/day; **Job Shadow** - \$350/maximum of 5 days or \$70/day; **Externship** - \$500/minimum of 40hrs and \$1000/maximum of 80hrs.

All three universities will work with CTE educators interested in planning and securing an Externship, Industry Tour, or Job Shadow Experience. Contact ASU, NAU or U of A to discuss specifics or to obtain an application. Return it to one of the University Program Coordinators.

Tammy Thompson, Program Coordinator
ASU - Office for Workforce Education & Development
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Teresa Noon, Co-coordinator of Prof. Development
U of A – Dept. of Agricultural Education
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Susan Cooper/Greg Donovan, Project Directors
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